



County of Los Angeles **CHIEF ADMINISTRATIVE OFFICE**

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://cao.co.la.ca.us>

DAVID E. JANSSEN
Chief Administrative Officer

March 30, 2004

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

ACCEPT TRANSFER OF GRANT FUNDS FROM THE DEPARTMENT OF HEALTH SERVICES AND APPROVE AN APPROPRIATION ADJUSTMENT FOR THE GRANT FUNDS (ALL SUPERVISORIAL DISTRICTS AFFECTED) (3 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Accept the transfer of up to \$500,000 in grant funds from the Department of Health Services (DHS) under the Centers for Disease Control (CDC) Bioterrorism Preparedness and Response Focus Areas B and E Grant to the Emergency Preparedness and Response Budget. This grant provides assistance for health agencies to rapidly detect, investigate, and mitigate the effects of outbreaks of illness that may result from acts of terrorism involving biological agents.
2. Approve an Appropriation Adjustment in the amount of \$500,000 to recognize additional funding from this grant in 2003-04.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

DHS has received funding from the CDC to support its ability to respond to acts of bioterrorism, outbreaks of infectious disease, and other public threats and emergencies. The Board has given DHS authorization to accept and administer this grant. Some of this funding may be used to execute contracts with providers to implement the activities needed to support the Public Health Preparedness and Response for Bioterrorism. Focus Area B deals with Surveillance and Epidemiological Capacity and Focus Area E deals with Health Alert Network/Communications and Information Technology.

DHS has entered into a Memorandum of Understanding (MOU) with the Chief Administrative Office, Office of Emergency Management (OEM), to revise the County's Emergency Management Information System (EMIS) to assist DHS in managing

Board of Supervisors
GLORIA MOLINA
First District

YVONNE BRATHWAITE BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

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internal emergency operations during a disaster or emergency. Appropriation authority is needed in order to carry out the terms of the MOU.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

Access to these grant funds addresses the following County Strategic Plan goals:

- Goal No. 1: *Service Excellence*, Strategy 1 – Develop standards for user-friendly service by revising EMIS to meet the needs of DHS to improve its management of internal emergency management operations.
- Goal No. 2: *Workforce Excellence*, Strategy 2 – Create a positive workforce by providing needed tools to better manage and track emergency management operations during a disaster.
- Goal No. 3: *Organizational Effectiveness*, Strategy 3 – Collaborate across functional and jurisdictional boundaries by promoting regional capabilities for planning and response to acts of terrorism.
- Goal No. 4: *Fiscal Responsibility*, Strategy 2 – Invest in public infrastructure through the provision of grant funds for projects, such as the revision of EMIS.
- Goal No. 5: *Children's and Families' Well-Being*, Strategy 2 – Engage the department in planning efforts towards achieving the five outcomes for children and families by enhancing their safety and survival.
- Goal No. 8: *Public Safety*, Strategy 2 – Identify essential system requirements necessary to revise EMIS to meet the needs of DHS in managing internal emergency management operations during a disaster.

FISCAL IMPACT/FINANCING

This grant is fully funded by the CDC. There is no cost-share or matching fund requirement.

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Approval of the Appropriation Adjustment will increase the Emergency Preparedness and Response 2003-04 Budget by \$500,000. These funds will be used to hire a consulting firm to work with OEM to develop a version of EMIS that will enable DHS to manage internal emergency management operations during a terrorism event or other emergency.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The CDC has provided DHS with specific guidelines for the administration and management of the Cooperative Agreement for Public Health Preparedness and Response for Terrorism. These guidelines detail the activities and expenditures that are allowable.


IMPACT ON CURRENT SERVICES (OR PROJECTS)

The revision of the EMIS system will ensure that DHS is better prepared to effectively respond to public health emergencies.

CONCLUSION

Upon execution by the Board of Supervisors, please send an adopted copy of this action to the Office of Emergency Management for processing.

Respectfully submitted,



DAVID E. JANSSEN
Chief Administrative Officer

DEJ:CP
LM:cm

Attachment

c: Executive Officer, Board of Supervisors
County Counsel
Auditor-Controller
Department of Health Services

COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENT DEPT'S No. 060

DEPARTMENT OF CHIEF ADMINISTRATIVE OFFICE February 25, 2004

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

3 VOTES

Fiscal Year 2003-04

SOURCES:

Chief Administrative Office
Emergency Preparedness & Response
Intrafund Transfer
A01-BS-12600-6800
\$500,000

USES:

Chief Administrative Office
Emergency Preparedness & Response
Services and Supplies
A01-BS-12600-2000
\$500,000

Appropriation Adjustment is necessary to accept funding from the Department of Health Services (DHS) from the Cooperative Agreement for Public Health Preparedness and Response for Terrorism. These funds will be used to hire a consulting firm to work with the Office of Emergency Management to develop a version of the Emergency Management Information System that will enable DHS to manage internal emergency management operations during a terrorism event or other emergency.


Rick Hong, CAO Budget Analyst

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF
ADMINISTRATIVE OFFICER FOR

ACTION

RECOMMENDATION

APPROVED AS REQUESTED

AS REVISED

3/16/2004

CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED):
BOARD OF SUPERVISORS

19

AUDITOR-CONTROLLER BY

No. 215

MARCH 2 2004

BY

DEPUTY COUNTY CLERK